



Hazen and Sawyer
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May 12, 2026

Timothy A. Welch, PE
Utilities Director
City of Pembroke Pines
8300 South Palm Drive
Pembroke Pines, FL 33025

**Re: Pembroke Pines Wastewater Treatment Plant
Work Order 19 - Unit 4 Rehabilitation**

Dear Mr. Welch:

As requested, Hazen and Sawyer, P.C. (Hazen) is pleased to offer engineering services for design of rehabilitation of Unit 4 at the City of Pembroke Pines (City) Wastewater Treatment Plant.

Background

The City owns and operates the Pembroke Pines Wastewater Treatment Plant (WWTP), which provides service to customers west of Flamingo Road within the City corporate limits. The WWTP consists of five (5) separate treatment units (Units 1 through 5), three units in the West Plant and two units in the East Plant. The infrastructure at each unit is subject to corrosive wastewater conditions, in addition to general wear of mechanical components. Therefore, the City periodically performs rehabilitation services on each unit. Unit 4 has been previously rehabilitated in 2012, and has been identified as the next unit requiring rehabilitation.

The City has requested the services of Hazen to assist with design of the rehabilitation of Unit 4. Work shall include the development of Contract Documents, permitting services, and bidding services. The Scope of Services for this work is described below.

Scope of Services

Task 1 – Contract Documents

Hazen will develop detailed construction Contract Documents for bid, including technical specifications and drawings. Prior to designing repairs, Hazen structural and mechanical engineers will inspect Unit 4 while drained and out of service to identify required repairs. It is assumed that the City will drain and clean Unit 4 prior to inspection to an extent suitable for inspection activities. It is assumed that the City will be responsible for providing ventilation and confined space entry assistance (tripod, air monitoring, and ventilation) for Hazen.

Job no. 04800-021

The following repairs are within the scope of work for design:

- Recoat clarifier mechanism, all submerged and exposed metal components.
- Replace/repair corroded structural components, beams, columns
- Replace/repair corroded pipe supports
- Recoat entire tank interior metal surfaces
- Replace manual valves at locations identified by City
- Remove and replace spray wash system pump, starter, and piping
- Remove and replace lightpoles
- Remove and replace all exposed conduits, junction boxes, and wiring
- Remove and replace scum box MOV
- Replace clarifier drive, control panel, disconnect, and starter
- Reestablish grounding and lightning protection
- Replace influent flow meter near West Transfer Pump Building
- Replace effluent flow/level meter
- Replace scum box level meter
- Replace limit switches for clarifier
- Evaluate reconfiguration of RAS box for improved RAS flow measurement and control
- Provide automatic sump pump system at flowmeter vault

Hazen will subcontract with an electrical engineering subconsultant (Hillers Electrical Engineering) to complete the electrical design for this project.

The preliminary list of drawings anticipated for design are provided in the following Table 1:

Table 1 – Preliminary List of Drawings

Sheet	Drawing Number	Drawing Title
1	G1	Title Sheet
2	G2	List of Drawings
3	G3	Symbols and Abbreviations
4	G4	General Notes
5	G5	Key Plan
6	M1	Mechanical Demolition Plan
7	M2	Mechanical Demolition Sections

Sheet	Drawing Number	Drawing Title
8	M3	Mechanical Plan
9	M4	Mechanical Sections
10	M5	Mechanical Details
11	M6	Flow Meter Vault Sump Pump Plan
12	M7	Flow Meter Vault Sump Pump Sections
13	S1	Structural Notes
14	S2	Structural Demolition Plan
15	S3	Structural Sections
16	S4	Structural Details
17	E1	Electrical Legend and Notes
18	E2	Plant 4 - Electrical Demolition Plan
19	E3	Plant 4 - Electrical Plan
20	E4	One Line Diagram and Riser Diagram
21	E5	Schematic Diagrams
22	E6	Schedules
23	E7	Electrical Details - Sheet 1
24	E8	Electrical Details - Sheet 2
25	I1	Instrumentation Legend and Notes
26	I2	P&ID - Plant 4
27	I3	Existing PLC Panel Modification
28	I4	Instrumentation Details

A 90% complete set of construction drawings, key technical specifications, and an Engineers Opinion of Probable Construction Cost (OPCC) will be submitted to the City for review and comment. Hazen will meet with City representatives to discuss recommendations and to receive City comments. Minutes will be prepared and distributed electronically by Hazen.

Upon receipt of comments from the City, Hazen will proceed with the 100% contract documents. A 100% complete set of construction documents, technical specifications, and OPCC will be submitted to the City for review and comment. Hazen will meet with City representatives to discuss recommendations and to receive City comments. Minutes will be prepared and distributed electronically by Hazen. Final Contract Documents will be prepared and submitted to the City for bid.

Task 2 – Permitting

Hazen will apply for applicable permits required for construction of the proposed improvements and will respond to requests for additional information submitted by the regulatory agencies. Hazen will respond to up to two requests for additional information (RAIs) from each agency listed below and copy the City on correspondence. The permits to be applied for within the scope of work are as follows:

- City of Pembroke Pines Building Department (permit will not be obtained, but review process will initiated to solicit comments on plans)

Task 3 – Bid Services

It is anticipated that the City will issue the Contract Documents for bid. Hazen shall attend one pre-bid meeting and job walk through prior to the advertised date. Hazen shall provide responses to bidder questions to the City's Purchasing Department for uploading to a web-based bid service. If required, Hazen shall provide written addenda to the Contract Documents for distribution through the web-based service. Non-technical questions shall be addressed by the City. Hazen shall review references of the lowest apparent bidder and provide a recommendation for award to the City.

Key Assumptions

- All submittals will be electronic in PDF format.
- Site information including, but not limited to, existing as-built drawings will be provided to Hazen by the City. Drawings available in .dwg format will be obtained by City and provided electronically.
- Permit fees will be the responsibility of the City.
- Standard Front End Documents will be prepared/provided by the City.
- This scope of work presumes that adequate plant record drawings exist to reasonably be relied upon for identification of underground utility locations. This scope of work presumes that recent geotechnical data exists on-site to reasonably be relied upon for existing soil conditions for design of pipe support bases.

Compensation

The engineering services for this project will be performed on a Not-to-Exceed basis for the amount of \$196,339. A fee schedule is attached.

Schedule

The services outlined in this Task Order for Tasks 1 through 2 will be completed within six months from date of Notice to Proceed. Task 3 completion date depends of City procurement office schedule. Engineering services for the project will be performed as part of our Continuing Professional Services Contract dated January 13, 2021. Services provided by Hazen shall be limited to those services specifically identified in this work authorization.

We look forward to your reply. Should you have any questions or require further information, please contact us.

Sincerely,

A handwritten signature in black ink that reads "Eric Stanley". The signature is written in a cursive style with a large initial "E".

Eric A. Stanley, PE
Senior Associate

Enclosure

c: File 04800-019